

8. BATCH PROCESS FOR AFMIS

8.1 Special TISA/IFA Operation Requirements

The AFMIS system application software has special requirements that should be performed on a regular basis.

8.1.1 TISA/IFA Batch Operation Requirements

All special processing for the TISA/IFA will be involved through the TISA Batch Command Menu. The As Required selection from this menu is the major part of the batch jobs (Figure 8.1-1).

The menu can also be accessed through from the TISA Menu System. To enter the TISA Batch Process Command, the SA can type at the afmis> prompt

```
afmis> cd /informix/tisa
afmis> tisa
```

PURPOSE: Use this menu to choose the TISA Batch Menu option

HOW TO USE THIS SCREEN: Enter the desired option code.

RESULT:

If Option B is selected, the TISA Batch As Required Command Menu (AJK-600) is displayed. This option is the most used by the SA.

```
TISA: Stock Financial Maint Query&Rpts PhysInvy Loc'n ...
Enter 'S' for Stock Accounting Module

DATE: 19 APR 01      TROOP ISSUE SUBSISTENCE ACTIVITY COMMAND MENU      AJK-600

OPTION CODE  RING MENU SELECTION OPTIONS
  S          STOCK ACCOUNTING
  F          FINANCIAL ACCOUNTING
  M          FILES MAINTENANCE
  Q          REPORTS AND INQUIRIES
  P          PHYSICAL INVENTORY
  L          STORAGE LOCATION
  B          TISA BATCH PROCESSES
  X          SIGN OFF TISA SUBSYSTEM
SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

FIGURE 8.1-1 TISA Command Menu (AJK-600)

PURPOSE: Use this menu to choose the TISA Batch process you wish to run.

HOW TO USE THIS SCREEN: Enter the desired option code.

RESULT:

TISA BATCH PROCESS COMMAND OPTIONS: A C R X AS REQUIRED.		
DATE: 18 Aug 94	TISA BATCH PROCESSES COMMAND MENU	AJK-870
OPTION CODE	DESCRIPTION	
A	AS REQUIRED	
C	AFMIS INTERNAL COMMUNICATIONS	
R	RETURN TO TISA COMMAND MENU	
X	EXIT FROM TISA PROCESSING	
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION. OPTION CODE:		

FIGURE 8.1-2 TISA Batch Process Command Menu (AJK-870)

If Option A is selected, the TISA Batch As Required Command Menu (AJK-871) is displayed. This option is the most used by the SA.

If Option C is selected, the AFMIS Internal Communications Command Menu (AJK-873) is displayed. This option is only used with direction from CAO.

If Option R is selected, the Troop Issue Subsistence Activity Command Menu (AJK-600) is displayed.

If Option X is selected or the interrupt key is pressed, TISA processing will be exited and you will be returned to the TISA Command Menu Screen AJK-600.

TISA BATCH AS REQUIRED COMMAND OPTIONS: A B C D E F G H N R X CLOSE DINING FACILITY ACCOUNTS.			
DATE: 18 Aug 94 TISA BATCH PROCESSES AS REQUIRED COMMAND MENU AJK-871			
OPTION CODE	DESCRIPTION	OPTION CODE	DESCRIPTION
A -	CLOSE DF ACCOUNTS		
B -	PURGE DF ACCOUNTS	G -	PURGE TRF
C -	VRGC PURGE	H -	CREATE FOLLOW UP RECORDS
D -	SINGLE STOCK FUND BYPASS DDN	N -	NEXT SCREEN OF AS REQUIRED PROCESSES
E -	TRANSMIT DPSC DATA VIA DDN	R -	RETURN TO TISA BATCH COMMAND MENU
F -	DSCP MIF UPDATE	X -	EXIT FROM TISA PROCESSING
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION. OPTION CODE:			

FIGURE 8.1-3 TISA Batch Processes As Required Command Menu (AJK-871)

PURPOSE: Use this menu to select the TISA Batch As Required subprocess you wish to run.

HOW TO USE THIS SCREEN:

Step 1 - Enter the desired option code.

Step 2 - If prompted to mount a tape on the tape drive (Options "B", "C", "D", "E", "F", and "G"), follow instructions and enter the value for which you are prompted.

RESULT:

If Option A - Close Dining Facility Accounts is selected, subprocess, AJK2G? is executed. This subprocess closes the previous month's dining facility accounts and updates current accounts with the forward balances. After execution of this subprocess, Screen AJK-871 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited. If Option B - Purge Dining Facility Accounts is selected, subprocess, AJK2OP, is executed. This subprocess purges records that are more than three months old from the Customer Account Header (CAH) and Customer Account Trailer (CAT). All records meeting the purge criteria are written to tape and deleted from the CAH and CAT. If records are found that meet the purge criteria, you will be prompted to mount a tape on the tape drive. After execution of this subprocess, Screen AJK-871 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option C - Voucher Register and General Control (VRGC) Purge is selected, subprocess, AJK2PP, is executed. This subprocess will purge records more than four months old from the VRGC. All records meeting the purge criteria will be written to tape and deleted from the VRGC. If records are found that meet the purge criteria, you will be prompted to mount a tape on the tape drive. After execution of this subprocess, Screen AJK-871 is displayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option D – Single Stock Fund Bypass via DDN is selected, subprocess, AJK78P, is executed. This subprocess reads the STARFIARS Interface File (SIF) and determines if records exist in this file to send to STARFIARS. If any STARFIARS records exist, a file will be created. If the transmission media is DDN, the file will be transmitted to STARFIARS. If the transmission media is TAPE, you are prompted to mount a tape on the tape drive and the created file will be copied to the tape. The summary of STARFIARS transactions, Written to Tape Report (PCN AJK-771) and AFMIS STARFIARS Tape Transactions Report (PCN AJK-1Q1) will be printed. After execution of this subprocess, Screen AJK-871 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited. For processing guidance, reference section 11.2.4.3 in the TISA Manual.

If Option E - Create DPSC Tape or Transmit DPSC Data via DDN is selected, subprocess, AJKYTP, will be executed. This subprocess reads the Document History Output (DHO) and determines if records exist on this file to send to DPSC. If records are found on the DHO that need to be sent to DPSC, the records are written to tape and marked as processed on the DHO. If the transmission media is DDN, the file will be transmitted to DPSC. If the transmission media is TAPE, you will be prompted to mount a tape on the tape drive and the created file will be copied to tape. The records written To DPSC Tape Report (PCN AJK-YU1) will be printed. After execution of this subprocess, Screen AJK-871 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option F - DPSC Master Item File (MIF) Update is selected, the appropriate "WARNING" Screen will be displayed. If you choose to continue with the execution of the selected subprocess on the "WARNING" Screen, Screen AJK-871 will be redisplayed and the DPSC MIF Update (AJK4JP) subprocess is executed. This subprocess updates the following month's prices on the MIF using the DPSC Price Change Tape. You will be prompted to mount the DPSC Price Change tape on the tape drive. The following reports will be printed:

- DPSC MIF Update Report - Price Changes (PCN AJK-4J1)
- DPSC MIF Update Report - Unit of Issue Changes (PCN AJK-4J2)
- DPSC MIF Update Report - Seasonal Items No Longer Available (PCN AJK-4J3)
- DPSC MIF Update Report - Price Effective Date (PCN AJK-4J4)

After execution of this subprocess, Screen AJK-871 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

NOTE: These DPSC tapes are routinely received through the local Telecommunications Center (TCC) and, if prepared locally through Standard Entry/Exit Service (SEES), they need to be prepared as EBCDIC unlabeled tapes at 1600 bpi.

If Option G - Purge TRF is selected, subprocess, AJK6PP, will be executed. This subprocess purges records more than two months old from the Transaction Register File (TRF). All records meeting the purge criteria are written to tape and deleted from the TRF. If records are found that meet the purge criteria, you are prompted to mount a tape on the tape drive. The Transaction Register Purge Report (PCN AJK-6P1) will be printed. After execution of this subprocess, Screen AJK-871 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option H, Create Follow-Up Records is selected, subprocess (AJKYFP) will be executed. This subprocess will read the Document History File (DHF) and identify transactions requiring follow-up. If transactions are found that require follow-up, it creates an ATA when no status is available, an AF1 when status has not been received, and an AK1 when the transaction is a cancellation request. The Follow-Up Records Generated Report (PCN AJK-YG1) will be printed.

If Option N - Next Screen of As Required Processes is selected, Screen AJK-872 will be displayed.

If Option R - Return to TISA Command Menu is selected, Screen AJK-600 will be displayed.

If Option X- Exit From TISA Processing is selected or the interrupt key is pressed, TISA processing will be exited.

TISA BATCH AS REQUIRED COMMAND OPTIONS CONT'D: I J K L M O Q S T P R X			
INQUIRE PURGED DOCUMENT HISTORY RECORDS.			
DATE: 18 Aug 94		TISA BATCH PROCESSES AS REQUIRED COMMAND MENU AJK-872 (CONT'D)	
OPTION CODE	DESCRIPTION	OPTION CODE	DESCRIPTION
I -	PURGED DOC HIST RECORDS INQUIRY	Q -	DFO INTERFACE--TURN-INS
J -	PURGE AGED DOC HIST RECORDS	S -	DFO INTERFACE--DVD SHOPPING LISTS
K -	LOAD DPSC STATUS DATA	T -	DFO INTERFACE--ARCS SHOPPING LISTS
L -	PURGE 3161 HEADER/TRAILER	P -	PREVIOUS SCREEN OF AS REQUIRED PROCESSES
M -	DFO INTERFACE--ROS, SOC, XFR	R -	RETURN TO TISA BATCH COMMAND MENU
O -	DFO INTERFACE HEADCOUNT	X -	EXIT FROM TISA PROCESSING
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION. OPTION CODE:			

FIGURE 8.1-4 TISA Batch Processes As Required Command Menu (AJK-872)

PURPOSE: Use this menu to select the TISA Batch As Required subprocess you wish to run.

HOW TO USE THIS SCREEN:

Step 1 - Enter the desired option code.

Step 2 - If prompted to mount a tape on the tape drive (Options "I", "J", "K"), follow the instructions and enter the value for which you are prompted.

RESULT:

If Option I - Purged Document History File Records Inquiry is selected, subprocess, AJKYDP, is executed and Screen AJK-815 will be displayed. This subprocess permits the user to inquire against DHF records which have been purged to tape.

NOTE: You must run Option J before you can run this process.

If Option J - Purge Aged Document History Records is selected, subprocess, AJKYSP, is executed. This subprocess purges closed records more than one month old from the DHF. If records are found which meet purge criteria, you are prompted to mount a tape on the tape drive. The Purged DHF Records Report (PCN AJK-YS1) will be printed. After execution of this subprocess, Screen AJK-872 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option K - Load DPSC Status Data is selected, subprocess, AJK96U.X3, will be executed. This subprocess loads status records to the Document History Input (DHI) from the DPSC Status Tape. The DPSC To TISA Reports - TISA Status Records (PCN AJK-YV1) and the DPSC To TISA Reports - Non TISA Status Records (PCN AJK-YV2) will be printed. You are prompted to mount the DPSC Status tape on the tape drive. After execution of this subprocess, screen AJK-872 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option L - Purge 3161 Header/Trailer is selected, subprocess, AJK1KP, will be executed. This subprocess will purge records from the 3161 Header (H3161) and 3161 Trailer (T3161) that are more than one month old. After execution of this subprocess, Screen AJK-872 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

NOTE: Options M, O, Q, S, and T are automatically run at the end of the day during the EOD process. However, when selected by the SA, files are updated as follows:

If Option M - DFO Interface-Report of Survey (ROS), Statement of Charges (SOC), and Transfers (XFR) is selected, subprocess, AJK1FP, is executed. This subprocess reads in ROS, SOC, And XFR transmitted from the DFO subsystem in the TIN. It checks for records with a "NULL" process code and Transaction Code of "ROS"; "SOC"; or "XFR"; performs validations; and updates the H3161 and T3161. The TIN records processed will be flagged with an "X" in the process code. After execution of this subprocess, Screen AJK-872 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option O - DFO Interface-Post Headcount is selected, subprocess, AJK1IP, will be executed. This program reads the TIN to obtain headcount data (regular, adjusted, or holiday) from the DFO subsystem. The TIN is checked for unprocessed records with a transaction code of "H10" - "H15". Data validations are performed to ensure that the input is correct. The CAH, Installation Uniques File #2 (IUF2), Issue Frequency Table (ISSFREQ), and Report Control (CTL) are read to retrieve data needed to make the appropriate file updates. The Recipe Header (RHC), Other Headcount (OHC), and Common Services Headcount (CSHC) Files are updated with the validated headcount data. A CAT record is created and the corresponding CAH record is updated. When this processing is completed, the TIN is updated to mark the records as processed. After execution of this subprocess, Screen AJK-872 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option Q - DFO Interface-Post Turn-Ins is selected, subprocess, AJKV6P, will be executed. This program reads the TIN for all unprocessed "TRN" transactions. The CIF and MIF are used to make the required validations on the Customer ID and National Stock Number (NSN). Valid transactions are written to the Receipt Control Header (RCH) and Receipt Control File (RCF) Files. After execution of this subprocess, Screen AJK-872 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option S - DFO Interface- Direct Vendor Delivery (DVD) Shopping Lists is selected, subprocess, AJKZOP, will be executed. This subprocess retrieves the DVD Shopping List transactions from the TIN and performs required edits (Customer validation, MIF validation, and Vendor Order validation). If errors are found, Error Report (AJK-ZO1) is created and the invalid records are deleted from the TIN. If records are valid, they are posted to the Customer Order File (COF) table. DVD Requirements-DFO to TISA Report (AJK-ZO2), a list of all DVD requirements that passed edits, is generated. After execution of this subprocess, Screen AJK-872, is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option T - DFO Interface-Extract Army Ration Credit System (ARCS) Shopping Lists is selected, subprocess, AJKXQP, will be executed. This subprocess reads the TIN table, extracts all DFO Shopping List transactions, and writes them to the Issue List Header (ILH) table. It also flags the transactions as processed on the TIN. After execution of this subprocess, Screen AJK-872 is redisplayed. If a fatal error occurs during the execution of this subprocess, TISA processing will be exited.

If Option P - Previous Screen of As Required Processes is selected, Screen AJK-871 will be displayed.

If Option R -Return to TISA Batch Command Menu is selected, Screen AJK-870 will be displayed.

If Option X - Exit From TISA Processing is selected or the interrupt key is pressed, TISA processing will be exited.

If you select "LOAD DATA RECEIVED FROM ON-LINE DINING FACILITIES" on Screen AJK-873 and select Option "1" on WARNING Screen, the holding directory for data to be

loaded to the TISA/IFA/TISA-W database is searched. If data is found in this directory, an attempt will be made to load data to the Transaction Input File (TIN). After loading data, PCN AJK-752 (Data Loaded to the Transaction Input File) will be printed. If an error is encountered while loading data received from the DFO subsystem, an appropriate error message will be displayed. Upon completion of this subprocess, Screen AJK-873 is displayed. If Option "2" is selected (on the WARNING Screen), Screen AJK-873 is displayed with a message indicating that the subprocess was canceled. PURPOSE: This screen is intended to warn of the possible dangers in executing a process that will lock one or more database tables.

AFMIS INTERNAL COMMUNICATIONS COMMAND OPTIONS: S L R X SEND DATA TO ON-LINE DINING FACILITIES.		
DATE: 18 Aug 94	AFMIS INTERNAL COMMUNICATIONS COMMAND MENU	AJK-873
OPTION CODE	DESCRIPTION	
S	SEND DATA TO ON-LINE DINING FACILITIES	
L	LOAD DATA RECEIVED FROM ON-LINE DINING FACILITIES	
R	RETURN TO TISA BATCH PROCESSES COMMAND MENU	
X	EXIT FROM TISA PROCESSING	
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION. OPTION CODE:		

FIGURE 8.1-5 AFMIS Internal Communications Command Menu (AJK-873)

PURPOSE: Use this menu to choose the AFMIS Internal Communications subprocess you wish to run.

NOTE: These options are, normally, only used during deployment of the system when converting an installation.

HOW TO USE THIS SCREEN: Enter the desired option code.

RESULT: If Option S or Option L is selected, the appropriate "WARNING" screen is displayed.

If Option R is selected, screen AJK-870 is displayed.

If Option X is selected or the interrupt key is pressed, TISA processing will be exited.

WARNING !!

THE CHOSEN PROCESS WILL LOCK ONE OR MORE DATABASE TABLES.
 IF ANOTHER PROCESS IS CURRENTLY ACCESSING A DATABASE TABLE THAT
 THIS PROCESS LOCKS OR ANOTHER PROCESS ATTEMPTS TO ACCESS A DATABASE
 TABLE THAT THIS PROCESS LOCKS WHILE THIS PROCESS IS EXECUTED, THIS
 PROCESS MAY ABORT AND/OR CAUSE THE OTHER PROCESS TO ABORT.
 PLEASE NOTE THAT YOU ARE NOT THE ONLY PERSON SIGNED ON TO THE SYSTEM.

OPTION -----	OPTION DESCRIPTION -----
1	CONTINUE WITH THE EXECUTION OF THE CHOSEN PROCESS.
2	CANCEL THE EXECUTION OF THE CHOSEN PROCESS.
ENTER THE DESIRED OPTION AND DEPRESS <RETURN>	
OPTION:	

FIGURE 8.1-6 TISA Batch Processes (Warning Screen)

8.1.2 As Required Batch

The As Required Batch processes perform a variety of special processing requirements that should be performed on a regular basis. Many of the As Required processes may require using the tape drive to load and create 9-track 1600 bpi tapes as a result of program execution. The SA or designated operator running these processes will be prompted to load the appropriate tape to the tape drive and verify this procedure has been done. The TISA As Required Batch Technical Flow Chart (Figure 8.1-3) shows the processing flow of programs, screens, input from 9-track tape media, output to 9-track tape media, and identifies the Product Control Numbers (PCN) of generated reports.

HOW TO USE THIS SCREEN:

Step 1 - Enter the desired option code.

Step 2 - Press <ENTER>.

RESULT: If you select "SEND DATA TO ON-LINE DINING FACILITIES" on Screen AJK-873 and select Option "1" on WARNING Screen, the Customer Information File (CIF) is read to obtain customer activity codes that are online (status code = "A"). If at least one online customer is found on the CIF, the Transaction Output File (TOT) is read. All unprocessed data on the TOT to be sent to the online customers is unloaded to ASCII files and marked as processed on the TOT. All unloaded data is transferred to a holding directory where it is loaded to the DFO database. PCN AJK-753 (Data Sent to Online Dining Facilities) will be printed. If an error is encountered while sending data to the DFO subsystem, an appropriate error message is displayed. Upon completion of this subprocess, Screen AJK-873 is displayed. If Option "2" is selected (on the WARNING Screen), Screen AJK-873 is displayed with a message indicating the subprocess was canceled.

8.2 Special DFO Batch Operation Requirements

The AFMIS system application software has special requirements that should be performed on a regular basis.

8.2.1 DFO Batch Operation Requirements

To enter the Dining Facility batch menu, the SA can type

```
afmis> cd /informix/dfo/pgms
afmis> ajkkn.4ge
```

See below Figure 8.2-1.

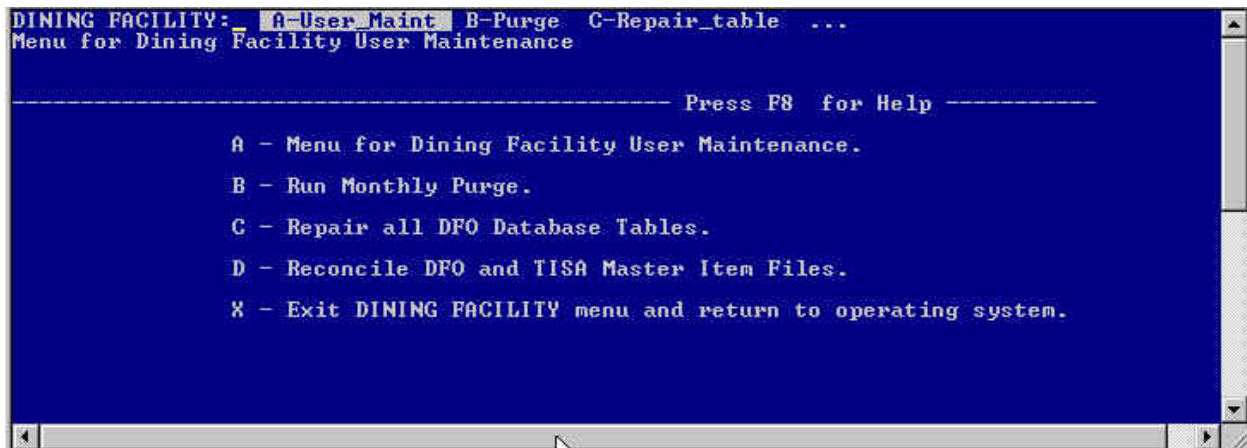


FIGURE 8.2-1 DFO SA Functions

PURPOSE: Use this menu to select the DFO process you wish to run.

HOW TO USE THIS SCREEN: Enter the desired option code.

RESULT:

If Option A - Menu for Dining Facility User Maintenance is selected, the DFO User Main Menu will be displayed. See Figure 8.2-2

If Option B - Run Monthly Purge is selected, the Monthly Purge process will be executed.

If Option C - Repair All DFO Database After the process is completed, the SA can exit. See Figure 8.2-7.

If Option D - Reconcile DFO and TISA Master Files Item. See Figure 8.2-8

If Option X - Exit Dining Facility Menu and Return to Operating System is selected, DFO processing will be exited.

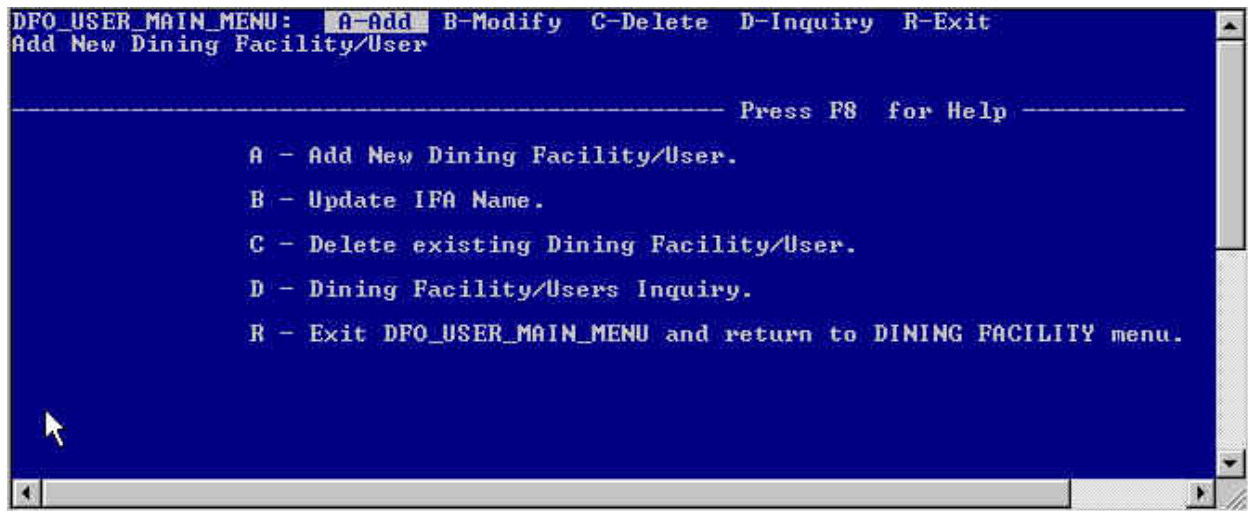


FIGURE 8.2-2 SA Functions DFO USER MAIN Menu

PURPOSE: Use this menu to select the DFO process you wish to run.

HOW TO USE THIS SCREEN: Enter the desired option code.

RESULT:

If Option A - Add New Dining Facility/User is selected, the DINING FACILITY ADD, Screen AJK-601, will be displayed. See figure 8.2-3

If Option B - Modify Dining Facility/User is selected, the DINING FACILITY UPDATE, Screen AJK-601, will be displayed. See Figure 8.2-4

If Option C - Delete Existing Dining Facility/User is selected, the DINING FACILITY DELETE, Screen AJK-602, will be displayed. See figure 8.2-5

If Option D - Dining Facility/User Inquiry is selected, Screen AJK-537 will be displayed. See Figure 8.2-6

If Option R, - Exit DFO_USER_MAIN_MENU and Return to Dining Facility Menu is selected, DFO processing will be exited.

FIGURE 8.2-3 Dining Facility Add Screen (AJK-601)

PURPOSE: This screen is used to add a new dining facility, user, or IFA.

HOW TO USE THIS SCREEN:

1. Required entries:

Activity ID Code
 User Name
 IFA Name (only if sub-IFA is used)
 Building Number

2. Press the RETURN key after entering data.

RESULT: The system returns to the DINING FACILITY menu after the RETURN key is pressed

FIGURE 8.2-4 Dining Facility Update Screen (AJK-601)

PURPOSE: This screen is used to modify an existing dining facility.

HOW TO USE THIS SCREEN:

1. Required entries:

User Name

2. Press the RETURN key after entering data.

RESULT: The system returns to the DINING FACILITY menu after the RETURN key is pressed.



FIGURE 8.2-5 Dining Facility Delete Screen (AJK-602)

PURPOSE: This screen is used to delete an existing dining facility user.

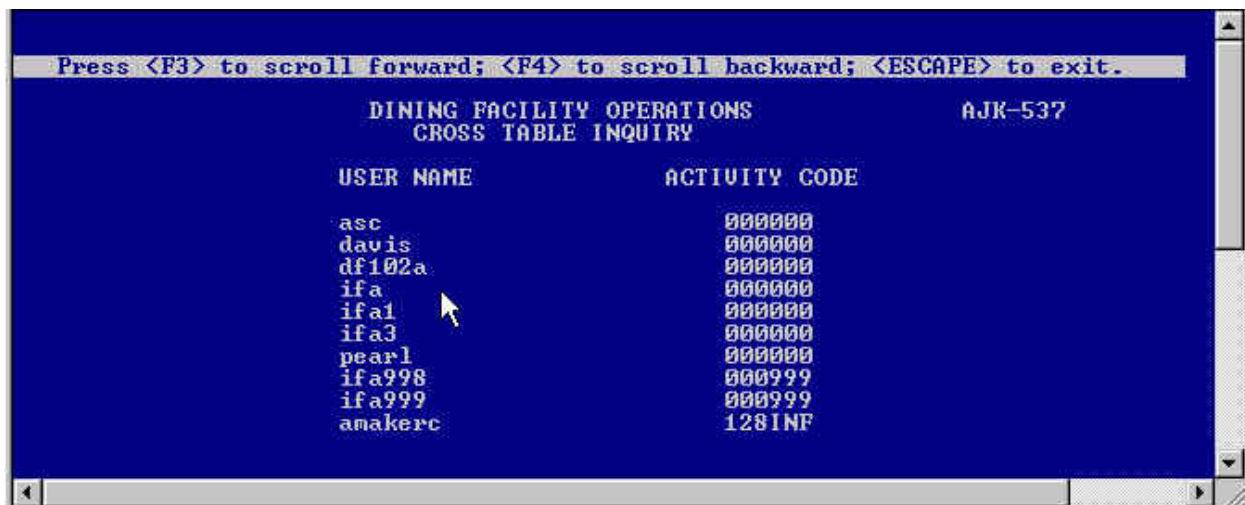
HOW TO USE THIS SCREEN:

1. Required entries:

Activity ID Code or
User Name

2. Press the RETURN key after entering data.

RESULT: The system returns to the DINING FACILITY menu after the RETURN key is pressed.



USER NAME	ACTIVITY CODE
asc	000000
davis	000000
df102a	000000
ifa	000000
ifa1	000000
ifa3	000000
pearl	000000
ifa998	000999
ifa999	000999
amakerc	128INF

FIGURE 8.2-6 Dining Facility Operations Cross Table Inquiry Screen (AJK-537)

PURPOSE: This screen allows the SA to view all users/dining facilities/sub-user codes entered into the CROSS table.

HOW TO USE THIS SCREEN: There is no input for this screen. Use the F3 key to scroll forward, the F4 key to scroll backwards through the list, and the Escape key to exit.

RESULT: All the users/dining facilities/sub-user codes are displayed for reference. When you finish your review, press <ESC>. The DFO_USER_MAIN_MENU is displayed.



FIGURE 8.2-7 Repair DFO Database Tables

PURPOSE: Use this menu to repair the DFO's tables.

HOW TO USE THIS SCREEN: There is no input for this screen.

RESULT:

The DFO's Tables will be purged



FIGURE 8.2-8 DFO Master Item file Reconciliation Screen (AJK-223)

PURPOSE: Use this menu to reconcile database between the DFO's and TISA.

HOW TO USE THIS SCREEN: Enter the desired option code.

RESULT:

If Option 1 - Process will start.

If Option 2 - Figure 8.2-1 will appear.

8.3 Special End-of-Day/End-of-Month Requirements

The AFMIS system application software has special requirements that should be performed daily/monthly.

8.3.1 EOD/EOM Operation Requirements

The End-of-Day process must be run daily. EOD should be run as late as possible in the day, convenient to the users. The EOD/EOM process is executed by logging in as eod at the login prompt.

Login: eod
password:

WARNING: 23 users are on the system	
OPTION	OPTION DESCRIPTION
-----	-----
1	TERMINATE THE EOD/EOM CYCLE
2	CONTINUE DESPITE WARNING
ENTER THE OPTION DESIRED AND DEPRESS <RETURN>	
OPTION:	

FIGURE 8.3-1 EOD/EOM User Warning Screen

PURPOSE: This screen allows you to terminate or continue the EOD/EOM process after being informed there are multiple users on the system. Continue only after all users are off the system because any user, other than you, will have their permissions revoked from the database to prevent data corruption. If unable to remove all users from the system at this time, this screen allows you to terminate the EOD/EOM job stream and restart at a later time.

HOW TO USE THIS SCREEN: Enter the number corresponding to the option you select, and press return.

RESULT:

If Option 1 is selected, the EOD/EOM job stream will terminate at the operator's request.

If Option 2 is selected, the EOD/EOM job stream will continue (regardless of the number of users on the system).

WARNING: NOT ALL PREVIOUS BACKUPS HAVE BEEN PLACED ON TAPE	
OPTION	OPTION DESCRIPTION
-----	-----
1	TERMINATE THE EOD/EOM CYCLE
2	CONTINUE DESPITE WARNING
ENTER THE OPTION DESIRED AND DEPRESS <RETURN>	
OPTION:	

FIGURE 8.3-2 EOD/EOM Tape Warning Screen

PURPOSE: This screen allows you to terminate or continue the EOD/EOM process after being informed the previous back-ups have not been stored on the tape device. If this screen appears, it means that ajk71u.x01 has not been executed today. In most cases, you should terminate the job stream and place the back-ups on tape to avoid overwriting them. After placing the back-ups on tape, restart the job stream. If certain that previous back-ups are no longer needed or the CAO has instructed you to do so, you may continue the job stream overwriting the previous back-ups.

HOW TO USE THIS SCREEN Enter the number corresponding to the option you select, and press return.

RESULT:

If Option 1 is selected, the EOD/EOM job stream will terminate at the operator's request.

If Option 2 is selected, the EOD/EOM job stream will continue (and overwrite the previous back-ups in the process).

```

THE CURRENT DATE IS Wednesday, 30 Aug 94.

IF THIS IS THE LAST WORKING DAY OF THIS MONTH, THE
END OF MONTH CYCLE MUST BE EXECUTED.

OPTION      OPTION DESCRIPTION
-----
  1          DO NOT EXECUTE END OF MONTH
  2          EXECUTE END OF MONTH

                ENTER THE OPTION DESIRED AND DEPRESS <RETURN>

                        OPTION:

```

FIGURE 8.3-3 EOD/EOM Current Date Option Screen

PURPOSE: This screen is displayed between the 25th and the end of the month to allow execution of EOM immediately following this run of EOD. EOM should only be executed on the last working day of the month.

HOW TO USE THIS SCREEN:

Enter the number corresponding to the option you select, and press return.

RESULT:

If Option 1 is selected, the EOM process will not be executed but the EOD process will be executed.

If Option 2 is selected, the EOM process will be executed immediately after the completion of the EOD process.

```

THE CURRENT DATE IS Wednesday, 30 Aug 94.

IF THIS IS THE LAST WORKING DAY OF THIS MONTH, THE
END OF MONTH CYCLE MUST BE EXECUTED.

OPTION      OPTION DESCRIPTION
-----
  D          EXECUTE END OF CYCLE ONLY
  M          EXECUTE END OF MONTH CYCLE
  X          EXIT WITHOUT DOING END OF DAY OR END OF MONTH

                ENTER THE OPTION DESIRED AND DEPRESS <RETURN>

                        OPTION:

```

FIGURE 8.3-4 EOD/EOM Option Screen

If Option D is selected, the EOD process will be executed.

If Option M is selected, the EOM process will be executed

8.4 AFMIS Monthly Schedule of Events

TISO is responsible to verify that all processes/functions, impacting on the EOM process, are completed before running the EOM. The SA/TISO should use the following as a checklist to ensure all steps are completed for a successful EOM run. SQL is provided to verify that various processes are completed.

- Create Issue Frequency Schedule. By the 15th of the month, TISA should create the Issue Frequency Schedule for the following month. This can be checked by running the following SQL:

```
SELECT COUNT (*)  
FROM iff  
WHERE dt_iff = 1st day of next month.
```

For example, if November, IFF date = "11/01/1993" If COUNT (*) = 0 THEN, the Issue Frequency Schedule must be created. Notify TISO to create the Issue Frequency Schedule using the File Maintenance process.

- Compute BDFA. By the 25th of the current month, TISO should complete the following:
 - Run the Compute BDFA process to compute BDFA for the next calendar month. This can be checked by running the following SQL:

```
SELECT nxt_bdfa_troop  
FROM iuf2
```

If nxt_bdfa_troop = 0, notify the TISO to compute the BDFA for next month using the Files Maintenance function.

- TISO should verify with SA that the DPSC price change tape has been processed. If a tape is unavailable and there are price changes, the changes must be made using the File Maintenance (MIF) process to enter changes. The C8900-PL should be used to enter changes in the next month price field. The SA should make sure the DPSC price change tape has been run for verification.

NOTE: TISO should verify price changes in the system with the C8900-PL. This ensures changes are correct for all items as listed in the C8900-PL.

- TISO creates DVD Obligations for next month. Procurement Instrument Identification Number (PIIN) must be added through the Review and Adjust Obligation Estimate process. This is checked by running the following SQL:

```
Select COUNT (*)
FROM oef WHERE sta_cd = "D"
```

IF count = 0, notify TISO to create the DVD Obligations in the Direct Vendor Delivery subfunction.

- Before running EOD on the last working day of the month, complete the following:
 - Enter all receipts for items delivered during the month (excluding DVD items). Make sure that all entries are made because there is no way to check this.
 - Enter and execute all issues for the month. The ideal situation is to enter and execute all issues before the last working day. However, it allows user to execute them if the customer accounts are open for last month (if executed after prices changed for the item(s), will be used). There is an inquiry in issues check on executed/unexecuted issues.
 - Enter and process all turn-ins for the month. In the Receipts process, there are two inquiries that assist the user for turn-ins. The first is for a detailed turn-in and the other is for a summary of turn-ins.
 - Enter and process all XFR, ROS, and SOC for the month.

EOM, the
to

```
SELECT * FROM h3161
WHERE sta_cd != "D" AND MONTH (dt_trans) = current month
(e.g. November = 11)
```

If record(s) are found, the transfers, reports of survey, and statement of charges must be processed. If XFR, ROS, and SOC need to be processed after EOM, they can be processed as long as the customer accounts are open. Current MIF prices will be used.

- Close or cancel all blanket purchase agreement (BPA) orders. In the BPA process, the user can use the BPA inquiry to view closed/open BPA orders and take the appropriate action.
- If an accountable inventory is to be used to close the VRGC for the current month, a SELECT can be used to verify that the inventory has been done.

month,

```
SELECT dt_lst_pi FROM iuf, If dt_lst_pi is in current month, the accountable
inventory has been completed.
```

- If an accountable inventory is NOT to be used to close the VRGC for the current month, EOD/EOM may be run after Step 5.
- To close the VRGC, you must complete the following steps:
- Receipt for all DVD customer and vendor orders.

NOTE: An EOD must be run before Step 2 can be completed. Direct Vendor Delivery Open Expired Obligations Report (PCN AJK-Z12) will be generated during EOD to identify Open DVD Obligations.

- Close DVD Obligations.

```
SELECT clsd_dvd_ord
FROM iuf2
```

If clsd_dvd_ord[closing month] = "N"
(e. g., closing month = November = 11), means Open DVD Obligations for closing month). Must close Open DVD Obligations.

- Verify all headcounts, issues, turn-ins, ROS, SOC, and XFR have been entered/processed/posted to all files before Step 4 is completed.
- Flag Customer Accounts for Closing (FA).

If the "ALL" Option (A = ARCS, F = Field Ration Issue System (FRIS), O = OTHER is not used; caution must be taken to ensure that all accounts are flagged.

NOTE: Once the customer accounts are flagged for closing, no postings can be made. Flagged accounts cannot be unflagged!

```
SELECT UNIQUE close_flag, type_cust_acct
FROM cah
WHERE MONTH
(dt_acct) = close_month (If close_month = November = 11).
```

IF a close_flag = "N" on Select, must close all customer accounts with the associated type_cust_acct (A, F, O).

- Close DF Accounts. This process is run after all customer accounts have been flagged for closing (close_flag = "Y"). When the Close DF Accounts have been Run from the Batch As Required process, the close_flag will be "V". SELECT UNIQUE close_flag FROM cah WHERE MONTH (dt_acct) = close_month. If any other close_flag than V, must run this process.
- Close the VRGC with one of the following options:

- Book Inventory Option 1 - No accountable inventory was taken for the closed month.
- Accountable Inventory Option 2 (End-of-Month) - An accountable inventory was taken during the closing month - preferably the last working day of the month.

When either option is chosen, there will be a voucher 1 for next month in the VRGC file.

```
SELECT COUNT(*)
FROM vrgc
WHERE MONTH (dt_vrgc) = current month AND num_vrgc = 1
```

If COUNT = 1 THEN, VRGC has been closed; or close the VRGC with one of the closing options.

8.5 Automated HeadCount Processing

The Automated Headcount (AHC) process is used to collect headcount data and upload to the SCO server. The data is collected via Card Reader and Scanner used in the AFMIS Point Of Sale (POS.)

8.5.1 AHC Process Requirements

All processing for the AHC will be involved through the TISA Batch Command Menu. The As Required selection from this menu is the major part of the batch jobs (Figure 8.5).

The menu can also be accessed through the AHC Menu System. To enter the menu you must login as "ahcuser" or login as root then change user to "ahcuser" by typing "

```
#  
# su - ahcuser      (Figure 8.5 (AJK-953) will appear)
```

PURPOSE: Use this menu to choose the AHC Command Menu option

HOW TO USE THIS SCREEN: Enter the desired option code.

RESULT:

Automated Headcount Command menu (AJK953) is displayed. These options are the most used by the SA.

If Option A is selected, Automated Maintain files Headcount Command menu (AJK954) will appear, Figure 8.5-1

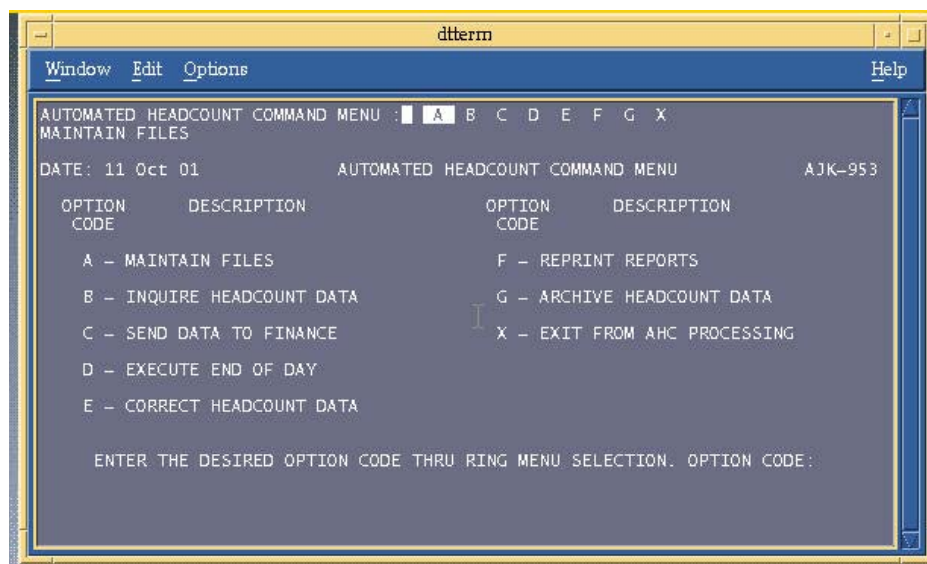


Figure 8.5 Automated Headcount command Menu AJK953

PURPOSE: Use this menu to choose the AHC Command Menu option

HOW TO USE THIS SCREEN: Enter the desired option code.

RESULT:

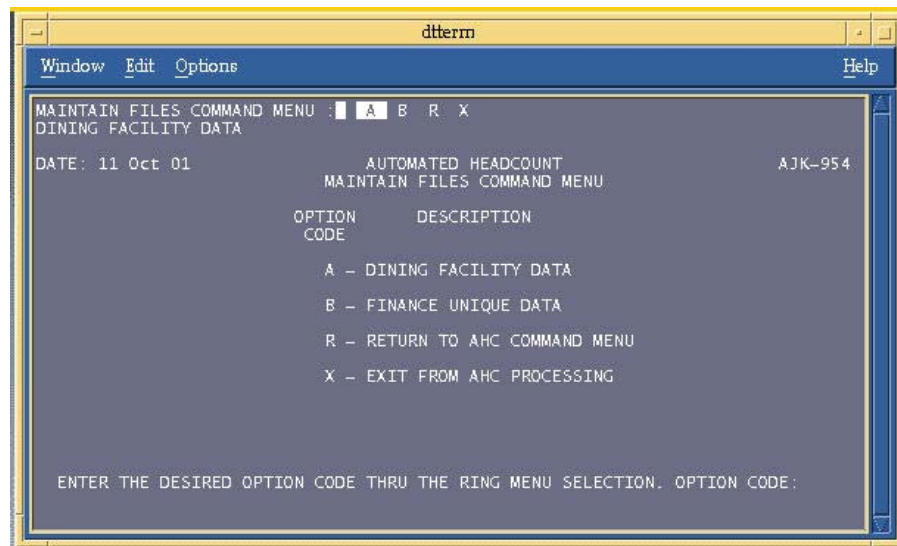


Figure 8.5-1 Maintain Files Command Menu AJK954

If Option A is selected, the Dining Facility Data Command Menu (AJK-940) is displayed, Figure 8.5-2. This option is the most used by the SA.

If Option B is selected, the Finance Unique Data Communications Command Menu (AJK-951) is displayed. This option is only used with direction from SEC LEE CAO. See Figure 8.5-10

If Option R is selected, the Automated Head Count Command Menu (AJK-953) is displayed, see Figure 8.5

If Option X is selected or the interrupt key is pressed, Automated Headcount processing will be exited.

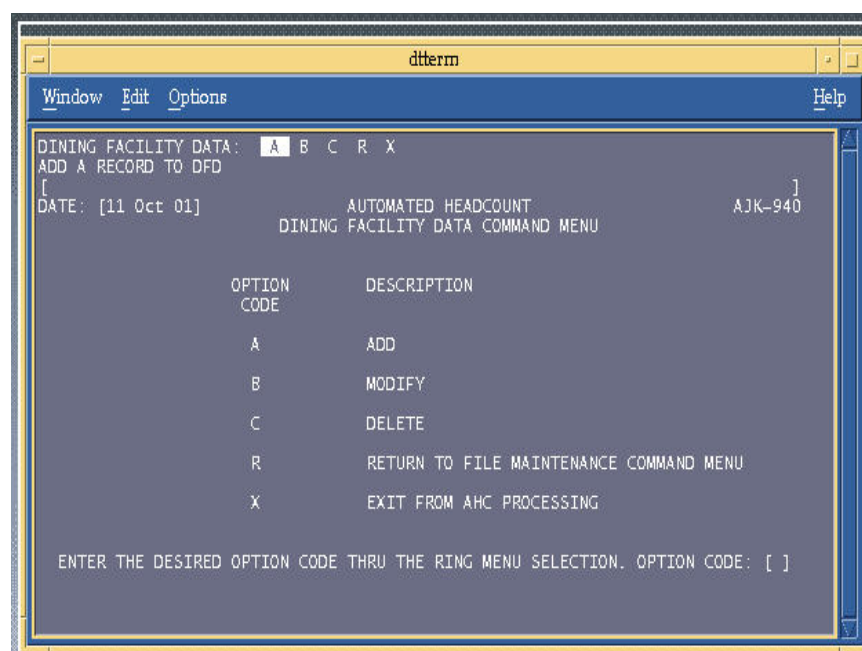


Figure 8.5-2 Dining Facility Command Menu AJK940

PURPOSE: Use this menu to select the Automated Headcount processes you wish to run.

HOW TO USE THIS SCREEN:

Step 1 - Enter the desired option code.

RESULT:

If Option A - Add is selected, the DINING FACILITY ADD, Screen AJK-941, will be displayed. See figure 8.5-3

If Option B - Modify is selected, the DINING FACILITY MODIFY, Screen AJK-941, will be displayed. See Figure 8.5-5

If Option C – Delete is selected, the DINING FACILITY DELETE, Screen AJK-941, will be displayed. See figure 8.5-8

If Option R - Return to File Maintenance Menu, Screen AJK-954, will be displayed. See figure 8.5-1

If Option X- Exit From Dining Facility Command Menu. Automated Headcount process will be exited.

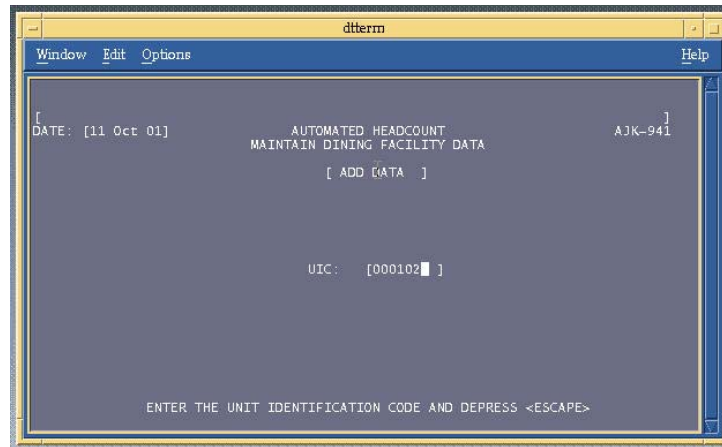


Figure 8.5-3 Maintain Dining Facility Data AJK941

PURPOSE: Use this menu to enter the appropriate UIC you wish to add.

HOW TO USE THIS SCREEN:

Step 1 - Enter the appropriate UIC code.

RESULT:

Screen AJK-942 will be displayed. See figure 8.5-4.

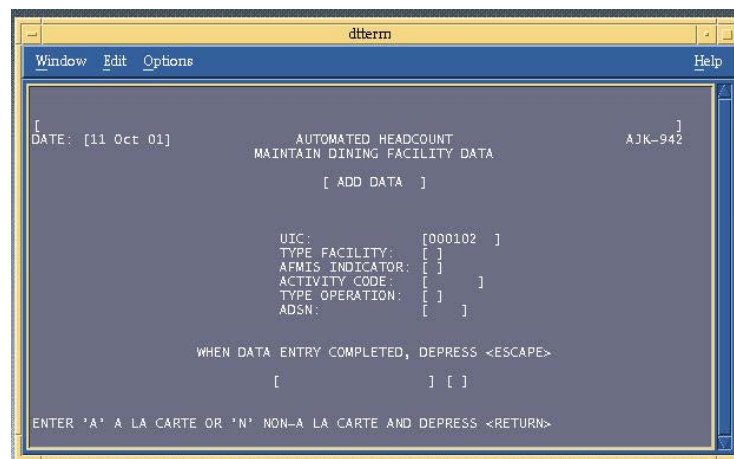


Figure 8.5-4

Dining Facility Data AJK942

Maintain

PURPOSE: Use this menu to add UIC data.

HOW TO USE THIS SCREEN:

Step 1 - Enter the appropriate UIC code.

RESULT:

Screen AJK-942 will be displayed. See figure 8.5-4.1

PURPOSE: This screen is used to add Automated Headcount data to a new dining facility.

HOW TO USE THIS SCREEN:

1. Required entries:

UIC:

Type Facility:

AFMIS Indicator:

Activity Code:

Type Operation:

ADSN:

2. Press the “Esc” key and figure 8.5-4.1 will appear

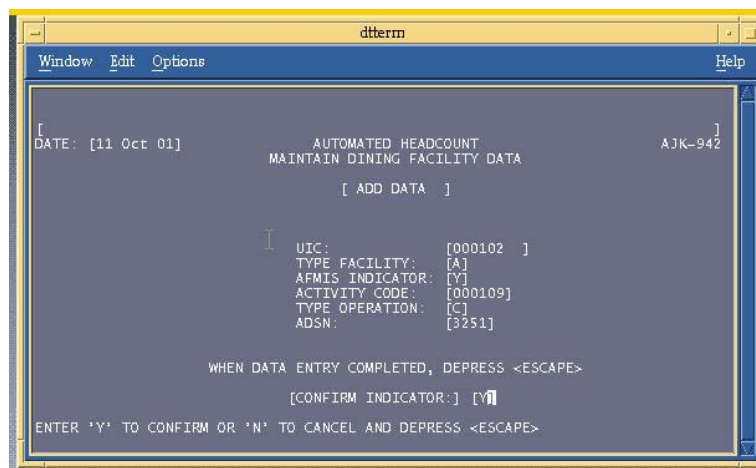


Figure 8.5-4.1 Maintain Dining Facility Data AJK942

3. Confirm entry by typing “Y” and pressing the “Esc” key.

RESULT: The system returns to the Dining Facility Command Menu (AJK940) menu after the RETURN key is pressed

If Option B - Modify is selected, the Maintain Dining Facility Data, Screen AJK-941, will be displayed. See Figure 8.5-5

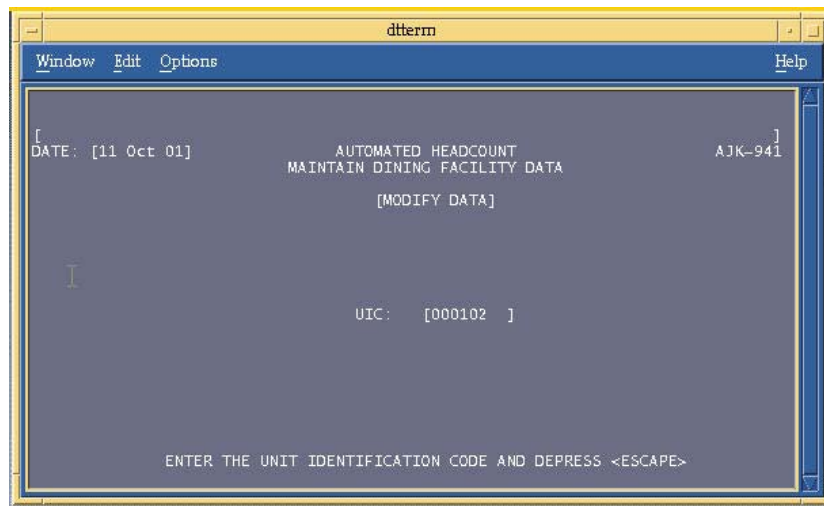


Figure 8.5-5 Maintain Dining Facility Data AJK941

PURPOSE: Use this menu to change UIC data.

HOW TO USE THIS SCREEN:

- Step 1 - Enter the appropriate UIC code.
- Step 2 - Press the “Esc” key

RESULT:

Screen AJK-942 will be displayed. See figure 8.5-5.

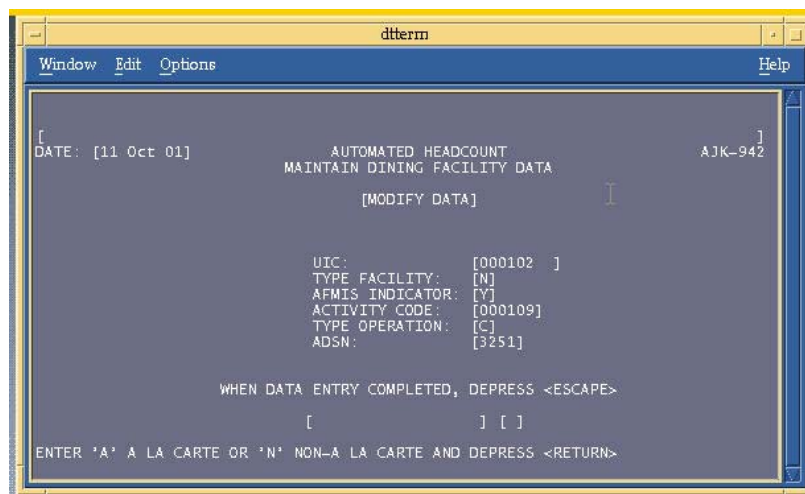


Figure 8.5-5

Dining Facility Data AJK942

Maintain

RESULT:

Screen AJK-942 will be displayed. See figure 8.5-5.

PURPOSE: This screen is used to modify Automated Headcount data from a dining facility.

HOW TO USE THIS SCREEN:

1. Make changes as needed to:

UIC:

Type Facility:

AFMIS Indicator:

Activity Code:

Type Operation:

ADSN:

2. Press the “Esc” key and figure 8.5-5.1 will appear.

```
dtterm
Window Edit Options Help
[ DATE: [11 Oct 01] AUTOMATED HEADCOUNT AJK-942 ]
MAINTAIN DINING FACILITY DATA
[MODIFY DATA]

UIC: [000102 ]
TYPE FACILITY: [N]
AFMIS INDICATOR: [Y]
ACTIVITY CODE: [000109]
TYPE OPERATION: [C]
ADSN: [3251]

WHEN DATA ENTRY COMPLETED, DEPRESS <ESCAPE>
[CONFIRM INDICATOR:] [Y]
```

Figure 8.5-5.1 Maintain Dining Facility Data AJK942

3. Confirm entry by typing “Y” and pressing the “Esc” key.

RESULT: The system returns to the Dining Facility Command Menu (AJK940) menu. See Figure 8.5.

```
dtterm
Window Edit Options Help
REPEAT PROCESS: YES NO
REPEAT PROCESS
[ DATE: [11 Oct 01] AUTOMATED HEADCOUNT AJK-942 ]
MAINTAIN DINING FACILITY DATA
[MODIFY DATA]

UIC: [000102 ]
TYPE FACILITY: [N]
AFMIS INDICATOR: [Y]
ACTIVITY CODE: [000109]
TYPE OPERATION: [C]
ADSN: [3251]

WHEN DATA ENTRY COMPLETED, DEPRESS <ESCAPE>
[CONFIRM INDICATOR:] [Y]
```

Figure 8.5-6 Maintain Dining Facility Data AJK942

This screen will give you the opportunity to make another change or to exit the Modify option. If you wish to make more changes, accept the “yes” option and press the “Enter” key and Figure 8.5-5 will appear.

If you are done with the changes, use the arrows keys to highlight the “no” option, press the “Enter” key and Figure 8.5-2 will appear.

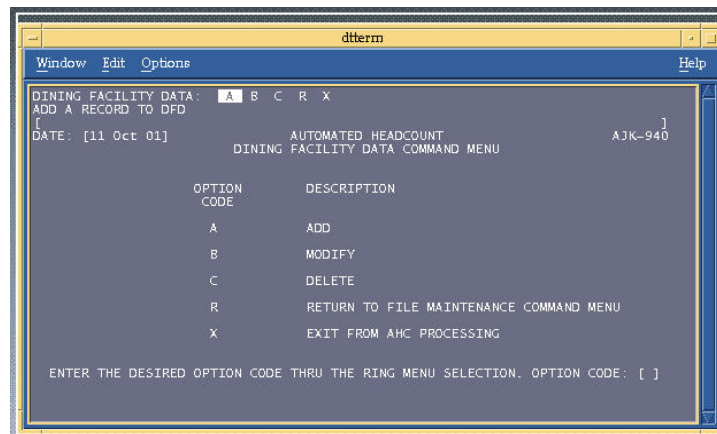
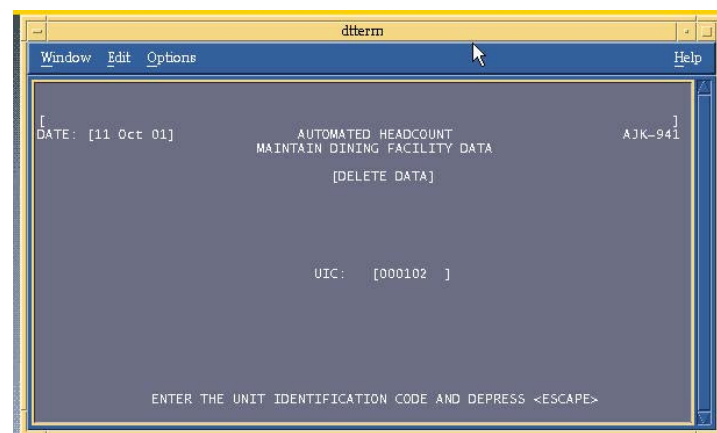


Figure 8.5-7 Dining Facility Data Menu AJK940

PURPOSE: Use this menu to select the option you wish to run.

HOW TO USE

Step 1 – Select Delete. Figure 8.5-8



THIS SCREEN:

Option “C” to will be displayed.

Figure 8.5-8 Dining Facility Data Menu AJK941

Enter the appropriate UIC code.

RESULT:

Screen AJK-942 will be displayed. See figure 8.5-9.

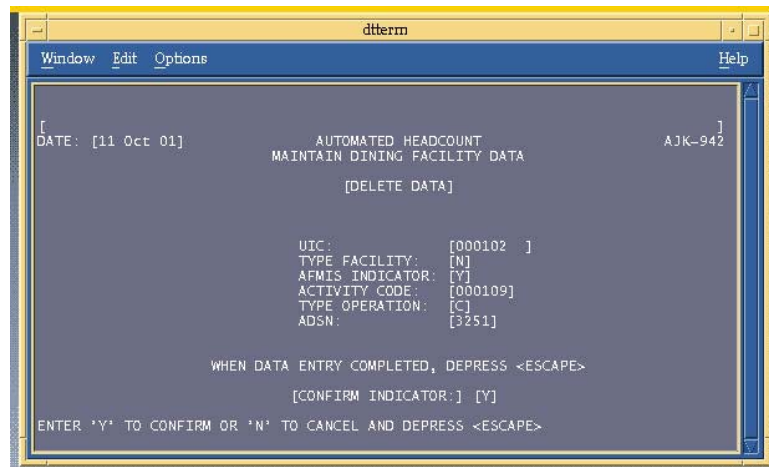


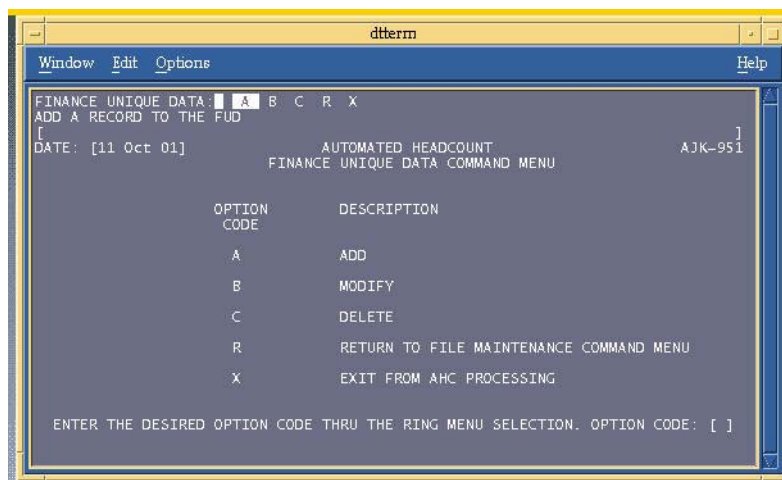
Figure 8.5-9

Dining Facility Data AJK942

Maintain

Confirm record deletion by entering “Y” in the Confirm Indicator and pressing the “Esc” key

RESULT: The system returns to the Dining Facility Command Menu (AJK-940). See Figure 8.5-7



system returns Facility Menu (AJK-940) above.

Figure 8.5-10 Finance Unique Data Command Menu AJK951

PURPOSE: Use this menu to select the Finance Unique Data Command Menu processes you wish to run.

HOW TO USE THIS SCREEN:

Step 1 - Enter the desired option code.

RESULT:

If Option A - Add is selected, the Maintain Finance Unique Data - ADD, Screen AJK-952, will be displayed. See figure 8.5-11

If Option B - Modify is selected, the Maintain Finance Unique Data - MODIFY, Screen AJK-952, will be displayed. See Figure 8.5-14

If Option C – Delete is selected, the Maintain Finance Unique Data - DELETE, Screen AJK-952, will be displayed. See figure 8.5-??

If Option R - Return to File Maintenance Menu, Screen AJK-602, will be displayed. See Figure 8.5-15

If Option X- Exit From Finance Unique Data Command Menu and the Automated Headcount process will be exited.

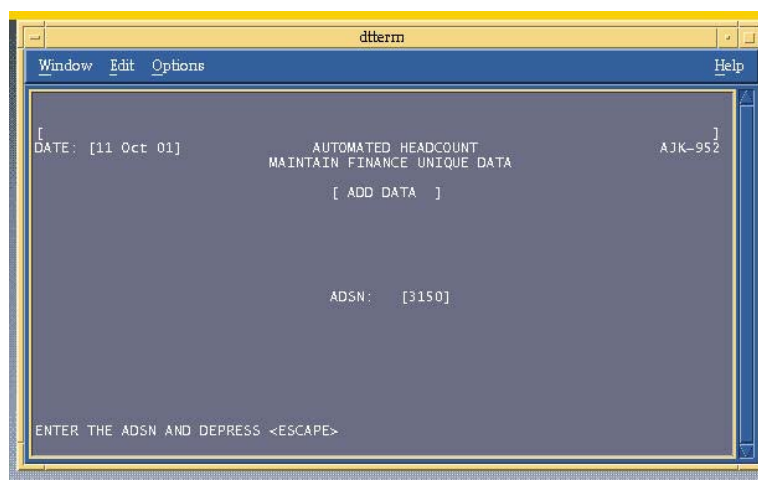


Figure 8.5-11 Maintain Finance Unique Data AJK952

PURPOSE: Use this menu to enter the appropriate UIC you wish to add.

HOW TO USE THIS SCREEN:

Step 1 - Enter new ADSN code. Press the “Esc” key when done.

RESULT:

Screen AJK-946 will be displayed. See figure 8.5-12.

dtterm

Window Edit Options Help

[DATE: [11 Oct 01]]

AUTOMATED HEADCOUNT

MAINTAIN FINANCE UNIQUE DATA

[ADD DATA]

ADSN: [3150]

OFFICER COMPANY CODE: []

ENLISTED COMPANY CODE: []

MILITARY SURCHARGE COMPANY CODE: []

CONTRACT SURCHARGE COMPANY CODE: []

INPUT SOURCE CODE: []

CUT-OFF DAY: []

WHEN DATA ENTRY COMPLETED, DEPRESS <ESCAPE>

[] []

ENTER THE OFFICER COMPANY CODE AND DEPRESS <RETURN>

Figure 8.5-12 Maintain Finance Unique Data AJK946

PURPOSE: Use this screen to add data to your new ADSN record.

HOW TO USE THIS SCREEN:

1. Required entries:

Army Disbursing Station Number (ADSN):
Officer Company Code:
Enlisted Company Code:
Military Surcharge Company Code:
Contract Surcharge Company Code:
Input Source Code:
Cutoff Day:

2. Press the “Esc” key and figure 8.5-13 will appear

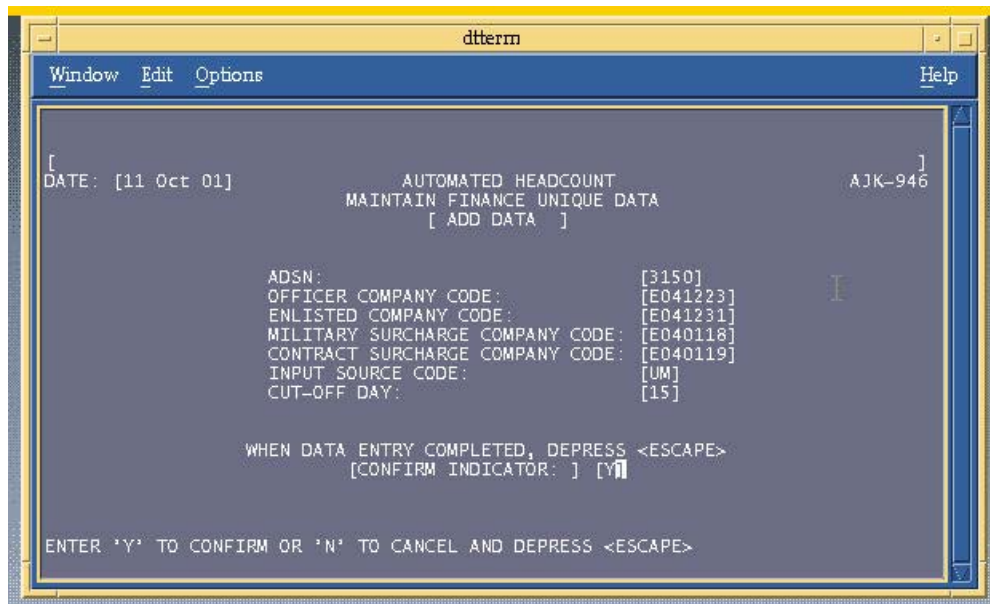


Figure 8.5-13 Maintain Finance Unique Data AJK946

3. Confirm entry by typing “Y” and pressing the “Esc” key.

RESULT: The system returns to the Finance Unique Data Command Menu (AJK951) after the RETURN key is pressed. See Figure 8.5-10

If Option B - Modify is selected, the Maintain Dinning Facility Data, Screen AJK-952, will be displayed. See Figure 8.5-14

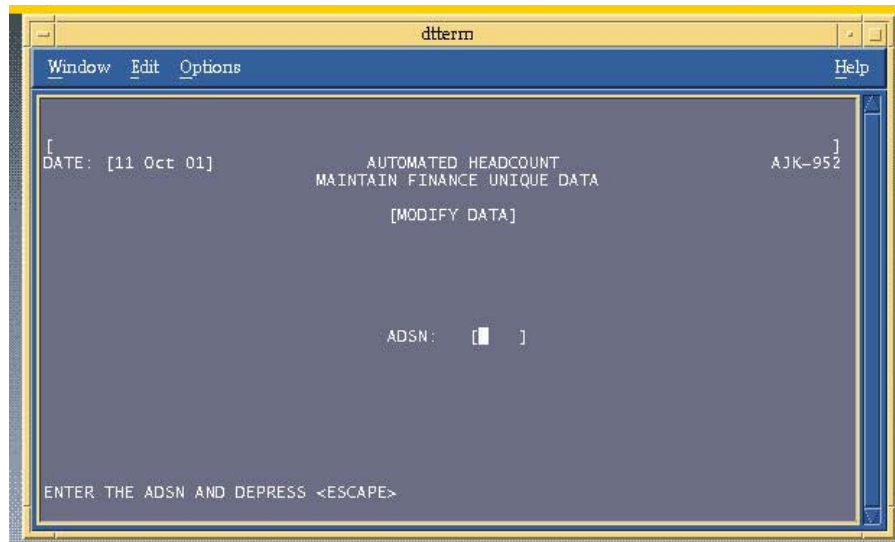


Figure 8.5-14

Maintain Finance Unique Data AJK952

PURPOSE: Use this menu to modify ADSN data.

HOW TO USE THIS SCREEN:

Step 1 - Enter the appropriate UIC code and press the “Esc” key

RESULT:

Screen AJK-946 will be displayed. See figure 8.5-15.

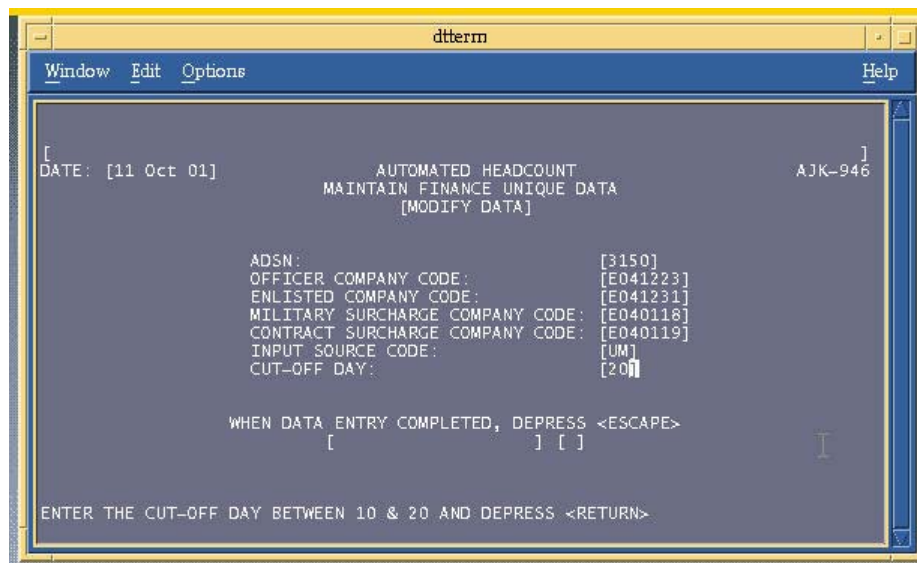


Figure 8.5-14 Maintain Finance Unique Data AJK946

PURPOSE: This screen is used to modify the Finance Unique Data.

HOW TO USE THIS SCREEN:

1. Make changes as needed to:

Army Disbursing Station Number (ADSN):

Officer Company Code:

Enlisted Company Code:

Military Surcharge Company Code:

Contract Surcharge Company Code:

Input Source Code:

Cutoff Day:

2. Press the “Esc” key and figure 8.5-16 will appear.

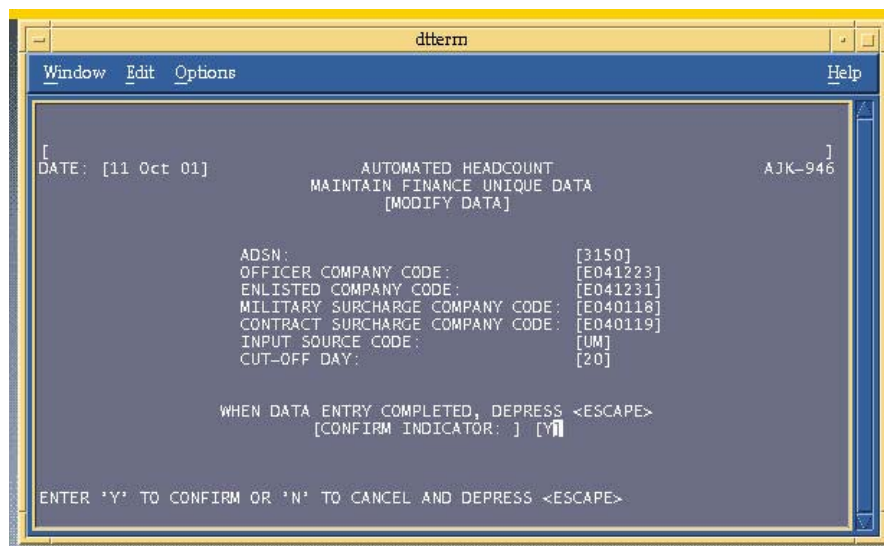


Figure 8.5-16 Maintain Finance Unique Data AJK946

3. Confirm entry by typing “Y” and pressing the “Esc” key.

RESULT: The system returns to the Finance Unique Data Command Menu (AJK951) after the RETURN key is pressed. See Figure 8.5-10

If Option B – Delete is selected, the Maintain Finance Unique Data, Screen AJK-952, will be displayed. See Figure 8.5-15

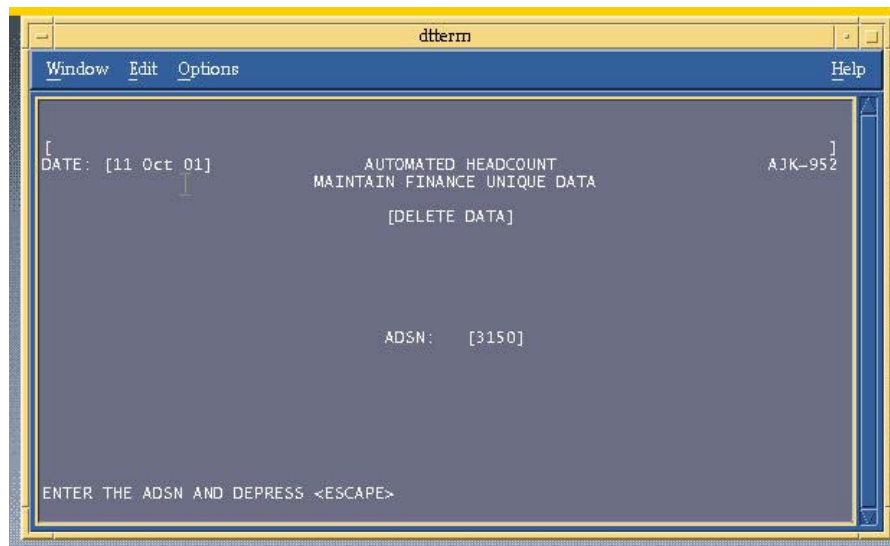


Figure 8.5-17 Maintain Finance Unique Data AJK952

PURPOSE: Use this menu to delete ADSN data.

HOW TO USE THIS SCREEN:

Step 1 - Enter the appropriate ADSN code and press the “Esc” key

RESULT:

Screen AJK-946 will be displayed. See Figure 8.5-18.

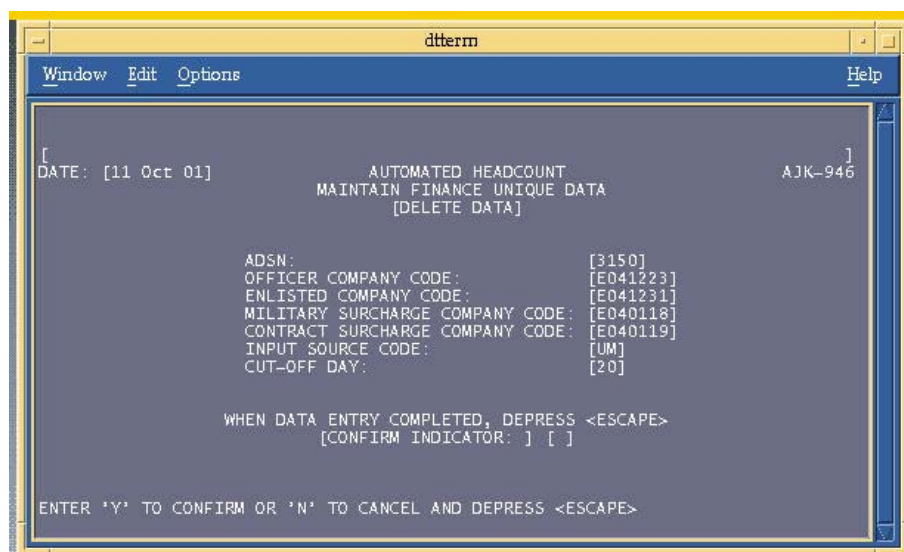


Figure 8.5-18 Maintain Finance Unique Data AJK946

Confirm record deletion by entering “Y” in the Confirm Indicator and press the “Esc” key

RESULT: The system returns to the Finance Unique Data Command Menu (AJK951.)
See Figure 8.5-10.